



Department of Health and Human Services
MaineCare Services
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DATE: May 15, 2015

TO: Interested Parties

FROM: Stefanie Nadeau, Director, MaineCare Services

SUBJECT: Adoption Final Rule: Chapter 101, MaineCare Benefits Manual, Chapter III, Section 21, Allowances for Home and Community Benefits for Members with Intellectual Disabilities or Autistic Disorder.

This letter gives notice of an adopted major substantive rule: MaineCare Benefits Manual, Section 21 Chapter III, Allowances for Home and Community Benefits for Members with Intellectual Disabilities or Autistic Disorder.

By way of background, Section 21 services are governed by the Centers for Medicare and Medicaid Services (CMS). On April 18, 2014, CMS approved changes to the Section 21 waiver, effective July 1, 2014, adding new services and clarifying other services, as requested by the Department. In order to add these new services, the Department promulgated a routine technical rulemaking for Chapter II, Section 21. The Commissioner adopted the Chapter II, Section 21 rulemaking on or about August 22, 2014, with an effective date of the changes to services of September 1, 2014.

However, Chapter III, Section 21, which governs the reimbursement of services under Chapter II, is a major substantive rule and needs to be approved by the Legislature before becoming effective. Pursuant to 5 M.R.S.A. § 8072, the Department engaged in the rulemaking process set forth under 5 M.R.S.A. § 8052 up until the point of adoption. This included conducting a public hearing on April 14, 2014, and accepting public comments until April 24, 2014. Thereafter, the Commissioner provisionally adopted the Chapter III, Section 21 rule on August 22, 2014. The Department submitted the provisionally adopted rule to the Legislature for its review on or about August 29, 2014.

Meanwhile, because federal law requires that provider claims for Medicaid services be submitted within one year of providing the Medicaid service (42 CFR 447.45), and because Medicaid reimbursement must be made timely, the Department determined to concurrently adopt an emergency major substantive rule for Chapter III, Section 21. The emergency major substantive rule became effective on September 1, 2014. Thus, the Department has been able to reimburse for new services under Chapter II, Section 21 pending the Legislature's review of the provisionally adopted major substantive rule.

On March 17, 2015, the Legislature authorized the final adoption of the major substantive rule in *Resolve, Regarding Legislative Review of Portions of Chapter 101, MaineCare Benefits Manual, Chapter III, Section 21: Allowances for Home and Community Benefits for Adults with Intellectual Disabilities or Autistic Disorder, a Major Substantive Rule of the Department of Health and Human Services* (Resolves 2015, Ch. 1).

Given the Legislature's authorization for final adoption, as well as the limit on the application of an emergency rule, the Department now finally adopts the Chapter III, Section 21 major substantive rule the Commissioner had provisionally adopted on August 22, 2014.

This final adopted rule mirrors those changes currently in place since September 1, 2014, under the emergency major substantive rule. These changes correspond to the CMS-approved Section 21 waiver and include:

Allowing MaineCare reimbursement for the following new services:

Home Support – Remote Support services which includes: (a) Home support- Remote Support – Monitor Only; and (b) Home support – Remote Support – Interactive Support, Assessment services; (b) Assistive Technology – Transmission (Utility Services); and (c) Assistive Technology – Devices services. Adding these services complies with P.L. 2013, Ch. 368, PART SS, which authorized MaineCare “reimbursement for the use of appropriate electronic technology as a means of reducing the costs of supporting people currently being served...”

To comply with the waiver amendment, the Department has added a new modifier (“U5”) to the code for Home Support – Family Centered Support – which indicates that the services are Family Centered Support services.

The Department added: Career Planning services.

This adopted major substantive rule also separates Home Support Services into four different services: 1) Home Support-Agency Home Support (Per Diem), 2) Home Support-Quarter Hour (1/4 hour), 3) Home Support-Family Centered Support and 4) Home Support-Shared Living.

The Department deleted some of the language in the second paragraph of Principle 1900 (Billing Procedure), that relates to rates for Work Support Services – Group, and replaced the language with the actual rates per unit, depending on the number of members in a group.

This adopted major substantive rule also added: Occupational Therapy (Maintenance) – which can be provided by a Certified Occupational Therapy Assistant (COTA) under the supervision of an Occupational Therapist Registered (OTR).

The Department made numerous changes to the final rule from the proposed rule, in response to the advice of the Office of the Attorney General. A list of the changes and the reasons for the changes can be found in the document, “Summary of Comments and Departments Responses.”

This final adoption of a major substantive rule shall take effect upon the Commissioner’s final adoption and filing with the Secretary of State, at which time the emergency major substantive rule in effect since September 1, 2014 will expire.

Rules and related rulemaking documents may be reviewed at, and printed from, MaineCare Services website at <http://www.maine.gov/dhhs/oms/rules/index.shtml> or, for a fee, interested parties may request a paper copy of rules by calling 207-624-4050. For those who are deaf or hard of hearing and have a TTY machine, the TTY number is 711.

A copy of the public comments and Department responses can be viewed at and printed from MaineCare Services website or obtained by calling 207-624-4050 or TTY: 711.

If you have any questions regarding the policy, please contact Provider Services at 1-866-690-5585 or TTY users call Maine relay 711.

Notice of Agency Rule-making Adoption

AGENCY: Department of Health and Human Services, MaineCare Services

CHAPTER NUMBER AND TITLE: Chapter 101, MaineCare Benefits Manual, Chapter III, Section 21, Allowances for Home and Community Benefits for Members with Intellectual Disabilities or Autistic Disorder

ADOPTED RULE NUMBER: 2014-P044

CONCISE SUMMARY: This is a final adoption of a major substantive rule. The following outlines the procedural history of this rule adoption as well as the specific changes to the rule.

By way of background, Section 21 services are governed by the Centers for Medicare and Medicaid Services (CMS). On April 18, 2014, CMS approved changes to the Section 21 waiver, effective July 1, 2014, adding new services and clarifying other services, as requested by the Department. In order to add these new services, the Department promulgated a routine technical rulemaking for Chapter II, Section 21. The Commissioner adopted the Chapter II, Section 21 rulemaking on or about August 22, 2014, with an effective date of the changes to services of September 1, 2014.

However, Chapter III, Section 21, which governs the reimbursement of services under Chapter II, is a major substantive rule. As such, Chapter III, Section 21 needs approval by the Legislature before becoming effective. Pursuant to 5 M.R.S.A. § 8072, the Department engaged in the rulemaking process set forth under 5 M.R.S.A. § 8052 up until the point of adoption. This included conducting a public hearing on April 14, 2014, and accepting public comments until April 24, 2014. Thereafter, the Commissioner provisionally adopted the Chapter III, Section 21 rule on August 22, 2014. The Department submitted the provisionally adopted rule to the Legislature for its review on or about August 29, 2014.

Meanwhile, because federal law requires that provider claims for Medicaid services be submitted within one year of providing the Medicaid service (42 CFR 447.45), and because Medicaid reimbursement must be made timely, the Department determined to concurrently adopt an emergency major substantive rule for Chapter III, Section 21. The emergency major substantive rule became effective on September 1, 2014. Thus, the Department has been able to reimburse for new services under Chapter II, Section 21 pending the Legislature's review of the provisionally adopted major substantive rule.

On March 17, 2015, the Legislature authorized the final adoption of the major substantive rule in *Resolve, Regarding Legislative Review of Portions of Chapter 101, MaineCare Benefits Manual, Chapter III, Section 21: Allowances for Home and Community Benefits for Adults with Intellectual Disabilities or Autistic Disorder, a Major Substantive Rule of the Department of Health and Human Services* (Resolves 2015, Ch. 1).

Given the Legislature's authorization for final adoption, as well as the limit on the application of an emergency rule, the Department now finally adopts the Chapter III, Section 21 major substantive rule the Commissioner had provisionally adopted on August 22, 2014.

This final adopted rule mirrors those changes currently in place since September 1, 2014, under the emergency major substantive rule. These changes correspond to the CMS-approved Section 21 waiver and include:

MaineCare reimbursement for the following services:

Home Support – Remote Support services which includes: (a) Home support- Remote Support – Monitor Only; and (b) Home support – Remote Support – Interactive Support, Assistive Technology services, which includes: (a) Assistive Technology – Assessment services; (b) Assistive Technology – Transmission (Utility Services); and (c) Assistive Technology – Devices services. Adding these services complies with P.L. 2013, Ch. 368, PART SS, which authorized MaineCare “reimbursement for the use of appropriate electronic technology as a means of reducing the costs of supporting people currently being served...”

To comply with the waiver amendment, the Department added a new modifier (“U5”) to the code for Home Support – Family Centered Support – which indicates that the services are Family Centered Support services.

The Department also added: Career Planning services.

This adopted major substantive rule also separates Home Support Services into four different services: 1) Home Support-Agency Home Support (Per Diem), 2) Home Support-Quarter Hour (1/4 hour), 3) Home Support-Family Centered Support and 4) Home Support-Shared Living.

The Department deleted some of the language in the second paragraph of Principle 1900 (Billing Procedure), that relates to rates for Work Support Services – Group, and replaced the language with the actual rates per unit, depending on the number of members in a group.

This adopted major substantive rule also added: Occupational Therapy (Maintenance) – which can be provided by a Certified Occupational Therapy Assistant (COTA) under the supervision of an Occupational Therapist Registered (OTR).

This final adoption of a major substantive rule shall take effect upon the Commissioner’s final adoption and filing with the Secretary of State, at which time the emergency major substantive rule in effect since September 1, 2014 will expire.

This change is not expected to have an adverse effect on the administrative burdens of small businesses.

[HTTP://WWW.MAINE.GOV/DHHS/OMS/RULES/INDEX.SHTML](http://www.maine.gov/dhhs/oms/rules/index.shtml) for rules and related rulemaking documents.

EFFECTIVE DATE: June 14, 2015

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MAINECARE BENEFITS MANUAL
CHAPTER III**

**SECTION 21 ALLOWANCES FOR HOME AND COMMUNITY BENEFITS
FOR ADULTS WITH INTELLECTUAL DISABILITIES
OR AUTISTIC DISORDER**

**ESTABLISHED: 11/1/83
LAST UPDATED: 06/14/15**

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GENERAL PROVISIONS

1000 PURPOSE

The purpose of these regulations is to describe the reimbursement methodology for Home and Community Based Services waiver providers whose services are reimbursed in accordance with Chapters II and III, Section 21, Home and Community Benefits for members with Intellectual Disabilities or Autistic Disorder of the MaineCare Benefits Manual. These Principles govern reimbursement for services provided on or after December 30, 2007. All services reimbursed in this section are considered fee for service.

1050 DEFINITIONS

Fee for service- is a method of paying providers for covered services rendered to members. Under this fee-for-service system, the provider is paid for each discrete service described in Appendix I to a member.

Per Diem- A day is defined as beginning at midnight and ending twenty-four (24) hours later. However, per diem Home Support services may be provided by more than one entity in a twenty-four hour period. When this occurs, only the entity providing Home Support to the member at the very end of the day will receive authorization to bill for the services provided that day. Per Diem reimbursement is allowable to a Home Support Provider who provides Direct support at some point during that day, if the member transfers to an environment that is not being reimbursed for Home Support for that same time period.

Week – A week is equal to seven consecutive days starting with the same day of the week as the provider's payroll records, usually Sunday through Saturday.

Year-Services are authorized based on the state fiscal year, July 1 through June 30.

1100 AUTHORITY

The authority of the Department to accept and administer any funds that may be available from private, local, State or Federal sources for services under this Chapter is established in 22 M.R.S.A. §§ 10, 12, and 3173. The authority of the Department to adopt rules to implement this Chapter is established under 22 M.R.S.A. §§ 12, 42(l), and 3173.

1200 COVERED SERVICES –Covered Services are defined in Chapter II, Section 21 of the MaineCare Benefits Manual.

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1300 REIMBURSEMENT METHODS

Services covered under this section will be reimbursed on a fee for service basis using one of these methods as follows:

- 1. Standard Unit rate** – A Standard unit rate is the rate paid per unit of time (an hour, a specified portion of an hour, or a day) for a specific service. Services paid for using a standard rate are as follows:

- A. Community Support Services;
- B. Home Support- Agency ;
- C. Home Support –Quarter Hour (1/4 hour);
- D. Home Support Family-Centered Support;
- E. Home Support- Remote Support– Monitor Only;
- F. Home Support- Remote Support– Interactive Support
- G. Shared Living;
- H. Employment Specialist Services;
- I. Work Support- Individual;
- J. Work Support-Group;
- K. Consultation Services;
- L. Counseling;
- M. Crisis Intervention;
- N. Crisis Assessment;
- O. Occupational Therapy (Maintenance) Service;
- P. Physical Therapy (Maintenance) Service;
- Q. Speech Therapy (Maintenance) Service;
- R. Non-Traditional Communication Consultation;
- S. Non-Traditional Communication Assessments;
- T. Communication Aids- Ongoing Visual-Gestural and Facilitated Communications;
- U. Career Planning;
- V. Assistive Technology- Assessment;
- W. Assistive Technology- Transmission (Utility Services).

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The standard rates for these services are listed in Appendix I.

- 2. Prior Approved Price** - The price of an item or piece of equipment being purchased for a member must be reviewed and approved by DHHS before it will be reimbursed.

- A. Home Accessibility Adaptations- The DHHS will determine the amount of reimbursement after reviewing a minimum of two written itemized bids from different vendors submitted by the provider. Prior to services being delivered, written itemized bids must be submitted to the DHHS for approval and must contain cost of labor and materials, including subcontractor amounts. The DHHS

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1300 REIMBURSEMENT METHODS (Cont.)

will issue an authorization for the approved amount based on the written bids to the provider.

- B. Specialized medical equipment and supplies and Communication Aids- Speech Amplifiers, Aids, Communicators, Assistive Devices- The amount of payment for specialized medical equipment and supplies, and communication aids equipment, Speech Amplifiers, Aids, Communicators, Assistive Devices or Assistive Technology Devices shall be the lowest of:

1. Maximum MaineCare amount listed by applicable corresponding HCPCS codes published at least annually on the Department's website, <https://mainecare.maine.gov/Provider%20Fee%20Schedules/Forms/Publication.aspx> and made available to providers;
2. The provider's usual and customary charges; or
3. The manufacturer's suggested retail price for any medical supply or medical equipment.

3. **Per Diem reimbursement:** This method of reimbursement is used for Home Support Services provided by an agency. For purposes of Paragraphs 1300 through 1500, an agency is a provider that routinely employs direct care staff to provide Home Support Services to members in a facility operated by the agency.

The per diem rate is calculated using the number of Agency Home Support hours authorized or provided for each member served in the agency's facility and the standard unit rates for Agency Home Support listed in Appendix I. The calculation includes a small range of permissible variance between the number of hours authorized and the number of hours actually provided. The standard unit rates listed in Appendix I will be reduced by \$2.90 for each hour of Home Support Service provided to the member in excess of 168 hours per week. Paragraph 1400 explains the method of calculating the per diem rate, and Appendix 2A sets forth instructions and a chart for use in calculating the per diem rate.

1400 CALCULATION OF THE PER DIEM RATE FOR AGENCY HOME SUPPORTS

The authorized per diem rate for all members in the facility is based on the total weekly hours authorized by DHHS for all members in the facility. The amount of the agency's per diem rate is calculated using the chart in Appendix II and the rates for Agency Home Supports set forth in Appendix I. In performing these calculations, the standard unit rates listed in Appendix I will be reduced by \$2.90 for each hour of agency Home Support Service provided to the member in excess of 168 hours per week.

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1400 CALCULATION OF THE PER DIEM RATE FOR AGENCY HOME SUPPORTS (cont.)

If the number of Agency Home Support hours provided by the facility in a week is no less than 92.5 % and no more than 105% of the total hours authorized for members in the facility, the provider will be paid at the per diem rate. If the amount of Agency Home Support hours actually provided to all members in the facility in a given week is less than 92.5% of the hours authorized for those members, the agency's per diem rate will be adjusted to reflect the number of hours actually provided to the members in the facility in that week. In that case, the agency's per diem rate for that week will be determined by adding all of the authorized weekly hours for members in the facility, multiplying by the Agency Home Support rate listed in Appendix I and dividing by seven. The result is then divided by the number of members in the facility to determine a per diem rate applicable to each member for that week.

Only hours of services that have been authorized and provided with a Medical Add-on for Agency Home Support for a member will be reimbursed at the Medical Support reimbursement rate.

1500 AVERAGE BILLING METHOD

When billing, the Home Support Agency Per diem services providers may choose to bill for services provided using the weekly billing method or the monthly average billing method.

Weekly billing method - Providers bill at the end of the each week based on the actual number of hours of direct support provided in comparison to the hours authorized. If the actual total weekly direct support hours provided for the facility falls within the range of allowable total weekly authorized support hours for the facility then the facility bills at the authorized per diem rate.

If the actual total weekly direct support hours provided for the facility is less than the range of allowable total weekly authorized support hours for the facility then the billable rate is determined by using the actual weekly total support hours provided for the facility. Providers may refer to the billable rate under the applicable table on <http://www.maine.gov/dhhs/oads/disability/ds/MaineCare/index.shtml> or use Appendix 2A or 2B to calculate the billable amount.

Monthly Average Billing Method - Providers may calculate a monthly average of weekly direct support services hours provided at the end of each month. If a provider chooses to use the monthly average billing method then all days in the month must be billed using this method. To use this method a provider must submit claims after the last day of the month.

To determine the actual total weekly direct support hours, the actual total hours of direct support provided in the month from 1st day of the month through the last day of the month are divided by number of weeks in the month.

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1500 AVERAGE BILLING METHOD (cont.)

- A. If there are 31 days in the month, then the number of weeks in the month is 4.43.
- B. If there are 30 days in the month, then the number of weeks in the month is 4.29.
- C. If there are 29 days in the month, then the number of weeks in the month is 4.14.
- D. If there are 28 days in the month, then the number of weeks in the month is 4.00.

The result determines the average actual total weekly direct support hours provided by the facility for the entire month. If the average actual total weekly direct support hours provided by the facility falls within the range of allowable total weekly support hours that was authorized then the provider must bill at the authorized per diem rate.

If the average actual total weekly direct support hours provided by the facility is less than the range of allowable weekly support hours that was authorized then the billable rate will be determined by using the actual total support hours provided for the facility. Providers can determine the billable rate in the applicable table in Appendix in Chapter III.

Partial Week- There are situational changes, often unpredictable, that occur resulting in a change in the authorized hours of support in a facility mid-week. Examples include death of a member, unanticipated move or the start up of a new program mid-week.

In these instances, if the Provider has chosen to bill on a monthly basis, services for the week in which the authorization change occurred must be billed on pro-rated basis to determine the actual total weekly support hours provided using the formula below:

If services are provided for 1 day, then the number of actual hours provided is .1428.
If services are provided for 2 days, then the number of actual hours provided is .2857.
If services are provided for 3 days, then the number of actual hours provided is .4285.
If services are provided for 4 days, then the number of actual hours provided is .5714.
If services are provided for 5 days, then the number of actual hours provided is .7142.
If services are provided for 6 days, then the number of actual hours provided is .8571.
Refer to the rate schedule to select the appropriate rate to bill based on the hours provided

1600 REQUIREMENTS FOR PARTICIPATION IN MAINECARE PROGRAM

Providers must comply with all requirements as outlined in Chapter 1 and Chapter II, Section 21 of the MaineCare Benefits manual.

1700 RESPONSIBILITIES OF THE PROVIDER

Providers are responsible for maintaining adequate financial and statistical records and making them available when requested for inspection by an authorized representative of the DHHS, Maine Attorney General's Office or the Federal government. Providers shall maintain accurate financial records for these services separate from other financial records.

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1800 RECORD KEEPING AND RETENTION OF FINANCIAL RECORDS

When fiscal records are requested, providers have ten (10) business days to produce the requested record to DHHS. Complete documentation shall mean clear written evidence of all transactions of the provider entities related to the delivery of these services, including but not limited to daily census data, invoices, payroll records, copies of governmental filings, staff schedules, time cards, and member service charge schedule, or any other record necessary to provide the Commissioner with the highest degree of confidence that such services have actually been provided. The provider shall maintain all such records for at least five (5) years from the date of reimbursement.

1900 BILLING PROCEDURES

Providers will submit claims to MaineCare and be reimbursed at the applicable rate for the service in accordance with MaineCare billing instructions for the CMS 1500 claim form.

1901 WORK SUPPORT GROUP RATE

When billing for Work Support Services-Group the per person rate is based on the number of members served as follows:

Members in Group	Rate per Unit
2	\$3.46
3	\$2.30
4	\$1.73
5	\$1.38
6	\$1.15

2000 AUDIT OF SERVICES PROVIDED

The Department shall monitor provider's claims for reimbursement by randomly reviewing the claim for services and verifying hours actually provided by collecting documentation from providers. Documentation will be requested from providers that correspond to dates of service on claims submitted for reimbursement as follows:

- a) Payroll Records – Documentation showing the number of hours paid to an employee that covers the period of time for which the Direct Care hours are being requested.
- b) Staffing Schedules per facility – Documentation showing the hours and the name of the direct care staff scheduled to work at the facility.
- c) Member Records - Documentation that supports the service delivery of services that a member received.

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2100 RECOVERY OF PAYMENTS

The Department may recover any amounts due the Department based on Chapter I of the MaineCare Benefits Manual.

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Appendix I

PROC. CODE	DESCRIPTION	MAXIMUM ALLOWANCE
	HOME SUPPORT- QUARTER HOUR (1/4 hour)	
T2017	HOME SUPPORT (Habilitation, residential, waiver)	\$6.27 ¼ hr
T2017 SC	HOME SUPPORT (Habilitation, residential, waiver) with Medical Add-On	\$7.50 ¼ hr
	HOME SUPPORT-REMOTE SUPPORT	
T2017 QC	HOME SUPPORT (Habilitation, residential, waiver)-REMOTE SUPPORT-Monitor Only	\$1.62 ¼ hr
T2017 GT	HOME SUPPORT (Habilitation, residential, waiver)-REMOTE SUPPORT-Interactive Support	\$ 6.27 ¼ hr
	HOME SUPPORT -AGENCY HOME SUPPORT	
T2016	AGENCY HOME SUPPORT (Habilitation, residential, waiver)	See Appendix 2Aand 2B Per diem*
T2016 SC	AGENCY HOME SUPPORT (Habilitation, residential, waiver) with Medical Add-On	See Appendix 2Aand 2B Per diem*
	SHARED LIVING	
S5140	SHARED LIVING (Foster Care, adult)-Shared Living Model-One member served	\$126.19 Per diem
S5140TG	SHARED LIVING (Foster Care, adult)-Shared Living Model-One member served- increased level of support	\$183.52 Per diem
S5140UN	SHARED LIVING (Foster Care, adult)-Shared Living Model-Two members served	\$63.10 Per diem
S5140UN TG	SHARED LIVING (Foster Care, adult)-Shared Living Model-Two members served- increased level of support	\$120.42 Per diem
	FAMILY-CENTERED SUPPORT	
T2016 U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support -One member served	\$104.17 Per diem
T2016 TG U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support -One member served- increased level of support	\$216.96 Per diem
T2016 UN U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Two members served	\$85.80 Per diem

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T2016 UN TG U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Two members served- increased level of support	\$196.78 Per diem
PROC. CODE	DESCRIPTION	MAXIMUM ALLOWANCE
T2016 UP U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Three members served	\$73.15 Per diem
T2016 UP TG U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Three members served- increased level of support	\$178.40 Per diem
T2016 UQ U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Four members served-	\$61.99 Per diem
T2016 UQ TG U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Four members served- increased level of support	\$162.16 Per diem
T2016 UR U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Five or more members served	\$55.29 Per diem
T2016 UR TG U5	HOME SUPPORT (Habilitation, residential, waiver)- Family-Centered Support-Five or more members served- increased level of support	\$152.42 Per diem
T2021	COMMUNITY SUPPORT (Day habilitation, waiver)	\$ 5.28 ¼ hr
T2021 SC	COMMUNITY SUPPORT (Day habilitation, waiver) with Medical Add-On	\$6.51 ¼ hr
T2015	Career Planning (Habilitation, prevocational)	\$ 28.00 hr
T2019	EMPLOYMENT SPECIALIST SERVICES (Habilitation, supported employment waiver)	\$7.42 ¼ hr
T2019 SC	EMPLOYMENT SPECIALIST SERVICES (Habilitation, supported employment waiver)- with Medical Add-On	\$8.58 ¼ hr
H2023	WORK SUPPORT (supported employment)-Individual	\$6.91 ¼ hr
H2023 SC	WORK SUPPORT (supported employment)- with Medical Add-On	\$8.08 ¼ hr
H2023 HQ	WORK SUPPORT (supported employment)-Group	up to \$ 3.46 per ¼ hr
T2034	CRISIS INTERVENTION SERVICES	\$6.35 ¼ hr
S5165 CG	HOME ACCESSIBILITY ADAPTATIONS (Repairs)	Per itemized invoice
S5165	HOME ACCESSIBILITY ADAPTATIONS (Home Modifications)	Per itemized invoice
T2029	SPECIALIZED MEDICAL EQUIPMENT AND SUPPLIES	Per itemized invoice

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V5274	COMMUNICATION AIDS - SPEECH AMPLIFIER, AIDS, COMMUNICATORS (INCLUDING REPAIR AND MAINTENANCE), ASSISTIVE DEVICES	Per itemized invoice
PROC. CODE	DESCRIPTION	MAXIMUM ALLOWANCE
T1013 GN	COMMUNICATION AIDS - ONGOING VISUAL-GESTURAL AND FACILITATED COMMUNICATIONS SERVICES	\$5.40 ¼ hr
G9007 GN	CONSULTATION SERVICES - SPEECH THERAPY	\$5.40 ¼ hr
S8990 GN	SPEECH THERAPY (MAINTENANCE)	\$12.48 1/4 hr
S8990 GN HQ	SPEECH THERAPY (MAINTENANCE)-Group	\$9.36 1/4 hr
G9007 GO	CONSULTATIVE SERVICES - OCCUPATIONAL THERAPY	\$ 5.40 ¼ hr
S8990 GO	OCCUPATIONAL THERAPY (MAINTENANCE) OTR	\$ 9.54 ¼ hr
S8990 GO U1	OCCUPATIONAL THERAPY (MAINTENANCE)- Certified Occupational Therapy Assistant (COTA) under the supervision of an Occupational Therapist, Registered (OTR)	\$8.57 ¼ hr
G9007 GP	CONSULTATIVE SERVICES - PHYSICAL THERAPY	\$ 5.40 ¼ hr.
S8990 GP	PHYSICAL THERAPY (MAINTENANCE)	\$9.72 ¼ hr
G9007 HI	CONSULTATIVE SERVICES –BEHAVIORAL	\$14.85 ¼ hr
H0031	CONSULTATION SERVICES – PSYCHOLOGICAL	\$ 19.80 ¼ hr
H0004 SC	COUNSELING	\$ 13.50 ¼ hr
G9007	NON-TRADITIONAL COMMUNICATION CONSULTATION	\$ 9.00 ¼ hr
92507	NON-TRADITIONAL COMMUNICATION ASSESSMENT	\$ 9.00 ¼ hr
T1023	CRISIS ASSESSMENT	\$ 2250.00 Per Encounter
97755	ASSISTIVE TECHNOLOGY-ASSESSMENT	\$ 14.44 ¼ hr
T2035	ASSISTIVE TECHNOLOGY –TRANSMISSION (Utility Services)	Up to \$50.00 per month
A9279	ASSISTIVE TECHNOLOGY –DEVICES (Monitoring feature/device, stand alone or integrated, any type, includes all accessories, components and electronics, not otherwise classified)	Per invoice up to \$6,000.00 per year

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*These rates are used in conjunction with Appendix 2A and 2B to calculate the Home Support Agency Per Diem rate.

MODIFIERS **

DESCRIPTIONS

CG	Policy criteria applied
GN	Services delivered under an outpatient speech language pathology plan of care
GO	Service delivered under an outpatient occupational therapy plan of care
GP	Services delivered under an outpatient physical therapy plan of care
HQ	Group Setting
SC	Medically necessary service or supply
TG	Complex/high tech level of care
UN	Two members served
UP	Three members served
UQ	Four members served
UR	Five members served
HI	Behavioral Consultation
GT	Remote Support-Interactive Support
QC	Remote Support-Monitor Only
U5	Home Support-Family Centered Support

*Provider-calculated, in accordance with base rates listed at Appendices 2A & 2B. For assistance with calculations, see Tables 1& 2 accessible through the DHHS website <http://www.maine.gov/dhhs/oads/disability/ds/MaineCare/index.shtml> or by calling **1-866-690-5585**–**(TTY):711**.

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APPENDIX 2A

Weekly Hours Authorized per Facility

Home Support Agency per diem

Provider

Location Address

MaineCare Provider ID

Instructions

MaineCare Member	Regular Support Hours up to 168	Hours in excess of 168	Medical Support Hours	Total Support Hours (sum total of all types of support hours)
A				
B				
C				
D				
E				
F				
TOTAL weekly authorized support hours by each type				
RANGE				
Lowest - 92.5% total weekly of Authorized Hours				
Highest - 105% total weekly of Authorized Hours				

Enter the weekly authorized support hours under each type by MaineCare member for this facility

Sum of total weekly authorized support hours for all members in facility by type of support and total facility.

The range of allowable weekly hours is based on authorized hours with the lowest hours in range at 92.5% of total authorized hours and the highest hours in the range at 105% of the total authorized hours.

Hourly Support reimbursement rates by type

\$22.43 \$19.53 \$27.15

Total Weekly Authorized amount for facility by type

Number of days per week

7	7	7

Amount includes service provider tax expense

Total weekly authorized support hours multiplied by hourly support rate for each type

Seven (7) days in a week

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**Number of members in facility
(1 to 6)**

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Total number of members in facility that are authorized for service. For Medical Add on, it would only be the number of member in facility that are authorized for those types of services.

**Total Authorized Per Diem (Daily)
rate amount**

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Total Weekly Authorized amount divided by number of days per week and then by the number for members in the facility for each type

(Total amount / Days) / # of Consumers

Providers are responsible for calculating all amounts payable to them in accordance with the above-listed rates and rate calculation formula. As an assistive tool, OMS provides sample calculations for each rate based on the number of weekly service hours provided and the number of members served. Calculation Tables 1& 2 are accessible through the DHHS website <http://www.maine.gov/dhhs/oads/disability/ds/MaineCare/index.shtml>. Providers may request paper copies of the tables by calling OMS at 1-866-690-5585– (TTY):711.

THE DEPARTMENT EXPRESSLY DISCLAIMS THE ACCURACY OF THE CALCULATIONS TABULATED IN TABLES 1& 2 AND EXPRESSLY DISCLAIMS ANY AND ALL LIABILITY FOR LOSSES, INCURRED COSTS, OR OTHER DETRIMENT SUFFERED BY ANY PROVIDER AS A RESULT OF RELIANCE UPON INFORMATION CONTAINED IN TABLES 1& 2.

Table 1 is for members Authorized with Regular service, Table 2 is for members authorized with Medical Add-on service.

MaineCare Member	Regular Support Rate up to 168	Hours in excess of 168	Medical Support Rate
A			
B			
C			
D			
E			
F			

The total authorized per diem (daily) rate by member

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APPENDIX 2B

Weekly Hours Authorized & Billed per Facility

**Home Support Agency per
diem**

Provider		Instructions
Location Address		
MaineCare Provider ID		

Authorized billable Rate Calculator

MaineCare Member	Regular Support Hours up to 168	Hours in excess of 168	Medical Support Hours	Total Support Hours (sum total of all types of support hours)
A				
B				
C				
D				
E				
F				
TOTAL weekly authorized support hours by each type				

Enter the weekly authorized support hours
under each type by MaineCare member for
this facility

Sum of total weekly authorized support
hours for all members in facility by type of
support and total facility.

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RANGE			
Lowest - 92.5% total weekly of Authorized Hours			
Highest - 105% total weekly of Authorized Hours			

The range of allowable weekly hours is based on authorized hours with the lowest hours in range at 92.5% of total authorized hours and the highest hours in the range at 105% of the total authorized hours.

**Hourly Support
reimbursement rates by
type**

Amount includes service provider tax expense

	\$22.43	\$19.53	\$27.15
Total Weekly Authorized amount for facility by type			

Total weekly authorized support hours multiplied by Hourly support Rate for each type

Number of days per week	7	7	7
Number of members in facility(1 to 6)			

Seven days in a week
Total number of members in facility that are authorized for service. For Medical Add on, it would only be the number of members in facility that are authorized for those services.

Total Authorized Per Diem (Daily) rate amount (Total amount / Days) / # of Consumers			
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Total Weekly Authorized amount divide by number of days per week and then by the number for members in the facility for each type

Providers are responsible for calculating all amounts payable to them in accordance with the above-listed rates and rate calculation formula. As an assistive tool, OMS provides sample calculations for each rate based on the number of weekly service hours provided and the number of members served. Calculation Tables 1 & 2 are accessible through the DHHS website <http://www.maine.gov/dhhs/oads/disability/ds/MaineCare/index.shtml>. Providers may request paper copies of the tables by calling OMS at 1-866-690-5585– (TTY):711.

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Table 1 is for members Authorized with Regular service, Table 2 is for members authorized with Medical Add-on service.

MaineCare Member	Regular Support Rate up to 168	Hours in excess of 168	Medical Support Rate	The total authorized per diem (daily) rate by member
A				
B				
C				
D				
E				
F				
Actual Hours Calculator				

MaineCare Member	Actual Regular Support Hours up to 168	Hours in excess of 168	Actual Medical Support Hours	Actual Total Support Hours (sum total of all types of support hours)	
A					Enter the actual support hours provided for the week under each type by MaineCare member for this facility
B					
C					
D					
E					
F					
Actual support hours provided in a week by Type					Sum total of weekly actual hours of Direct Support provided
Range of total Authorized support Hours					The range of allowable weekly hours is based on authorized hours with the lowest hours in range at 92.5% of total authorized hours and the highest hours in the range at 105% of the total authorized hours.
Hours Authorized					

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Lowest - 92.5% total weekly of Authorized Hours			
Highest - 105% total weekly of Authorized Hours			

If Actual weekly hours provided falls within or above the range of authorized total weekly support hours than the provider should bill at the authorized member Per Diem(daily) rate from above.

If Actual weekly hours provided falls below the range of authorized total weekly support hours than the provider should bill actual number of hours provided times the reimbursement rate. See calculator below

	Regular Support Hours up to 168	Hours in excess of 168	Medical Support Hours	Total Actual Support Hours (sum total of all types of support hours)	
Actual support hours provided in a week by type					Actual hours of Direct Support provided for the week by type. Sum is of total actual weekly support hours provided for facility
Hourly Support reimbursement rates by type					Amount includes service provider tax expense
Total Weekly reimbursement amount for facility by type					Direct Support Hours multiplied by hourly support Rate
Number of days per week	7	7	7		Seven days in a week

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Number of members in facility that were authorized and provided service by type

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Total Number of Members in facility that were authorized and provided services. For Medical Add On, it would only be the number of members in facility that are authorized and provided for those services.

Total Billable Per Diem(Daily) rate Amount
(Total amount / Days) / # of Consumers

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Total Weekly reimbursement amount divide by the number of members in facility that were authorized and provided service, by type

MaineCare Member	Regular Support Rate up to 168	Hours in excess of 168	Medical Support Rate
A			
B			
C			
D			
E			
F			

The total authorized per diem (daily) rate by member